



Employment Policies for the State of North Dakota

FUNERAL LEAVE

Effective Date: 10/1/2018

The State of North Dakota, as the employer, provides up to twenty-four (24) working hours of paid leave for employees to attend or make arrangements for a funeral as a result of a death in the employee's family.

Family: Includes an employee's husband, wife, son, daughter, father, mother, father-in-law, mother-in-law, stepparents, brother, sister, step-siblings, brother-in-law, sister-in-law, grandparents, grandchildren, stepchildren, foster parents, foster children, daughter-in-law, and son-in-law.

Funeral leave: An approved absence from work with pay for an employee to attend or make arrangements for a funeral as a result of a death in the employee's family.

Funeral leave is a separate type of paid leave and is not considered to be annual or sick leave.

Funeral Leave is prorated for employees working less than 40 hours per week (i.e. an employee normally scheduled to work 20 hours per week would be eligible for 12 working hours of Funeral Leave).

Temporary employees are not eligible for paid funeral leave.

References: NDAC 4-07-14-02, 03, 04